

**Rozet Ranchettes Improvement & Service District
Regular Meeting
Minutes**

Tuesday, November 14, 2017, 4:30 p.m., 400 South Gillette Avenue, Suite 106, Gillette, Wyoming

BOARD MEMBERS PRESENT: Zeke Zebroski, Tom Dietz
BOARD MEMBERS NOT PRESENT: Troy Hipsag
OTHERS PRESENT: Helenanne Cathey

President Zeke Zebroski called the regular meeting to order at 4:34 p.m.

- I. Minutes** – Tom Dietz moved to approve the minutes as written for the last regular meeting on September 12, 2017. Zeke Zebroski seconded. Motion carried unanimously.
- II. Treasurer’s Report** – Tom Dietz moved to accept the Treasurer’s report and pay bills as presented. Zeke Zebroski seconded. The bills were discussed. Motion carried unanimously.

Ending Bank Balance from Last Minutes:		\$25,930.00
Deposits (through 9/30/17):	\$1,006.00	
Quickbooks / Balance 09/30/17:	\$26,936.00	Bank: \$26,936.00
Bills paid in October:		
AUTO Powder River Energy	Electricity 8/28/17-9/28/17	\$307.50
1465 Campbell Cty Treas.	Property taxes	\$362.98
1466 Cathey Consulting	Inv. 4103 – Sep. books/postage \$410.29	\$443.88
	Inv. 4070 – Lien	\$27.00
	Inv. 4118 – Cert. letter	\$6.59
1467 Hawkins, Inc.	Inv. 4139835 – Chlorine	\$5.00
1468 Water Guy, LLC	2017-993 – Sep. water oper.	\$563.50
TOTAL BILLS:		\$1,682.86
Deposits (through 10/31/17):	\$3,261.00	
Quickbooks Balance 10/31/17:	\$28,514.14	Bank: \$28,514.14
Deposits (through 11/14/17):	\$2,285.00	
QuickBooks Balance Prior to Meeting:		\$30,799.14
Bills paid at Meeting:		
Ck# Payee	Purpose	Amount
AUTO Powder River Energy	Electricity 9/28/17-10/25/17	\$ 217.93
1469 Cathey Consulting	Inv. 4158 – Oct. books/postage \$406.86	\$ 413.45
	Inv. 4167 – Certified letter \$6.59	
1470 Griswold Spraying	Inv. 1691 – Weed spraying	\$ 811.94
1471 Hawkins, Inc.	Inv. 4160962 – Chlorine \$10.00	\$ 20.00
	Inv. 4174526 – Chlorine \$10.00	
1472 Water Guy, LLC	Inv. 2017-1132 – Oct. water op./meters	\$ 563.50
1473 Young Contracting	4 hours grading subdivision roads	\$ 480.00
TOTAL BILLS:		\$2,506.82
Balance End of Meeting:		\$28,292.32

Receivables – Past due accounts were reviewed.

- III. Water System Update / Water Meter Readings** – The water system information was available for review.
- IV. Unfinished Business**
 - a. Road Issues
 - i. Ditch in front of 25 Gold Buckle Place – No update.

- ii. Blading – Blading was done as approved at the last meeting. The bill was paid at this meeting. After discussion on blading, the consensus was to wait until spring to do any further blading.
- b. Covenants Concerns:
 - i. 17 Gold Buckle Place – The landowner has completed building, and the Board agreed it looks nice. A thank you letter will be sent to the landowner, thanking him for complying with covenants.
- c. Election (Dietz, Hipsag) – March 20, 2018 – 4 year terms. Applications to be on the ballot are due between December 20th and January 9th. The first ad runs November 22nd.

V. New Business

- a. The Local Government Annual Report Summary for Fiscal Year ending 6/30/17 was signed and will be submitted to the state along with the Proof of Cash completed by Helenanne Cathey.
- b. An e-mail was received from Levi Jensen reporting that the State has approved funding for both design and construction of the regional water extension for Rozet Ranchettes. The City will put up a building with the master meter in it. The District will be responsible for running a line from the District’s system to the City’s master meter. There was discussion on the regional connection.
- c. Tabled item: Crushed concrete/asphalt around the mailboxes – To be discussed next year.

Zeke Zebroski moved to adjourn the meeting. Tom Dietz seconded. The meeting adjourned at 4:52 p.m.

NOTES / REMINDERS:

Animal Control can be contacted by calling 686-5249 or call the Sheriff’s Office at 682-7271. A reminder that the covenants state the following:

Livestock and pets (dogs and cats) will be permitted, provided they are kept under control in an area that is adequately fenced and the premises are kept in a clean and sanitary condition.

Tom Dietz is the board member contact for road maintenance. He will handle contacting the County for blading and plowing the roads. Tom’s phone number is 687-7563.

Please be sure to spray or mow the weeds on your property. You can call Campbell County Weed and Pest at 682-4369 to find out more about sprays for specific weeds.

Please remember that any new construction needs to be approved by the Board.

The next regular meeting will be Tuesday, January 9, 2018, 4:30 p.m.

Meetings are held at the office of Cathey Consulting, 400 South Gillette Avenue, Suite 106, Gillette (City Hall Mall / K2 Technologies Building) – entrance is on 4th Street across from Arrow Printing.

Respectfully submitted,
Helenanne Cathey, Assistant to the Board

Zeke Zebroski, President Date

Thomas (Tom) Dietz, Vice President Date

Troy Hipsag, Secretary/Treasurer Date